

## **COURTROOM TECHNOLOGY INFORMATION AVAILABLE ONLY IN THE U.S. CUSTOM HOUSE**

The United States Bankruptcy Court for the District of Colorado has installed an electronic evidence presentation system in the courtroom of Judge Elizabeth E. Brown.

The evidence presentation system allows for the display of evidence on various monitors located at the bench, the witness stand, the lectern and the counsel tables.

- Counsel planning to use the equipment must contact court staff via email at [courtroomf@cob.uscourts.gov](mailto:courtroomf@cob.uscourts.gov) at least **5 business days** in advance of their court proceeding to inquire about availability of certain equipment, protocol for use, training and practice sessions.
- Practice sessions and testing of the equipment must occur **prior to** the day of a scheduled court appearance, as the courtroom may not be available and court staff will not be available for that purpose on the day of the proceeding.

The courtroom contains or can be provided with the following equipment:

- Document camera (a/k/a ELMO) to display paper exhibits on screen.
- Laptop connectivity (with audio) at each counsel table. (No internet access is available.)
  - **YOU MUST BRING YOUR OWN VGA CABLE AND AUDIO CABLE (1/4 inch male to male connector).**
  - If you intend to use laptop connectivity it is imperative that you schedule an appointment with our staff to test it before the day of the hearing or trial.
  - There is **NO PUBLIC INTERNET ACCESS** available.
- Tablet (iPad/Android) wireless connectivity. (No internet access is available.)
  - If input cables are desired they will **NOT** be provided by the court (**YOU MUST BRING YOUR OWN INPUT CABLES (USB, MINI HDMI, POWER, etc.).**)
  - If you intend to use a tablet, it is imperative that you schedule an appointment with our staff to test it before the day of the hearing or trial.
  - You must download the Air Media application in advance to use this feature.
  - There is **NO PUBLIC INTERNET ACCESS** available.
- Touch screen display monitors at lectern and witness box enabling annotation capabilities on exhibits that appear on the display monitors, regardless of the source.
- Evidence display monitors for Judge, Witness, Counsel, Courtroom Clerk, and ECRO (large monitor for display to the gallery may be available upon request).
- DVD combo player (may be available upon request).
- Video conference system (VTC) to allow remote testimony . Please note that due to evidentiary issues and judicial preferences, a motion request to use the VTC should be filed well in advance of the hearing or trial.

- Assisted listening/Interpreter device (may be available upon request, please see Frequently Asked Question General #20 on our website regarding interpreters <http://www.cob.uscourts.gov/faqs.asp?faq=general#g20>.)
- Electronic Smart board (a/k/a White Board) (may be available upon request)
- Evidence/Document printing (from attorney touch panel)

Training is provided on use of the courtroom technology listed above. Please contact Chambers no later than five (5) business days prior to the event. For technical information regarding the courtroom technology available contact via email [cobml\\_CourtTechnology@cob.uscourts.gov](mailto:cobml_CourtTechnology@cob.uscourts.gov).